



**APPLICATION FOR CONTINUING EDUCATION COURSE APPROVAL
INDIANA OPTOMETRIC LEGEND DRUG PRESCRIPTION ADVISORY
COMMITTEE**

<http://www.in.gov/pla/bandc/oldpac/>

Telephone: 317-234-2067

Guidelines:

- At least 50% of the course must be in the area of **ocular pharmacology, therapeutics, and diagnostics. This must be demonstrated in your documentation.**
- Handouts given to participants should also be included with this application.
- The Committee requests as much information about how the course relates to **ocular pharmacology, therapeutics, and diagnostics.**
- Please submit two (2) copies of your completed application and documentation to the Committee for review. The Committee encourages you to submit this application at least 60 days prior to the course date(s).

Please provide the following information:

Sponsor _____ Type of Organization _____

Title of Course/Seminar _____

Location of Meeting (City/Town, State) _____ Date(s) of Meeting _____

Number of TOTAL Hours for program _____ Number of hours for Therapeutics _____
Number of hours for Pharmacology _____ Number of hours for Diagnostics _____

Contact Person _____ E-mail address _____

Address, City, State, Zip _____ Telephone number _____

Objective of Course _____

Name of Instructor(s) _____

Method of Certifying Attendance _____ Person responsible for certifying attendance _____

Is there an examination? Yes/No _____ COPE Approved?* Yes/No _____
If yes, what is the pass rate? _____
If yes, submit copy of examination with this application.

Please submit your completed application and documentation to the following address:

Indiana Professional Licensing Agency
Attn: OLD PAC
402 West Washington Street, Room W072
Indianapolis, Indiana 46204

*COPE approvals in PH, AS, SD, PS, GL and/or PO do not need to be submitted for review. These type of COPE courses are automatically approved for OLD PAC continuing education.

TITLE 857 INDIANA OPTOMETRIC LEGEND DRUG PRESCRIPTION ADVISORY COMMITTEE

857 IAC 1-2-2 Course Approval

Sec. 2 (a) The sponsoring organization must file an application provided by the bureau for course work in ocular pharmacology. The application shall include the following:

- (1) Name of lecturer
- (2) Academic and professional background of lecturer.
- (3) Brief summary of content of program.
- (4) Date and location of program.
- (5) Number of clock hours of continuing education requested.
- (6) Name of the person who will monitor attendance and the manner in which attendance will be monitored.
- (7) Any other pertinent information required by the committee.
 - (b) As a condition to approval of programs, the sponsoring organization must agree to provide participants with a record of attendance and to retain records of attendance by participants for four (4) years from the date of the program.

857 IAC 1-2-3 Standards for approval; length of approval time

Sec. 3. (a) **The committee approves the following courses:**

- (1) Courses that meet all the requirements of this rule.**
- (2) Courses for which the sponsoring organization provides satisfactory documentation that the Council on Optometric Practitioner Education (COPE) has approved the course in the areas of ocular pharmacology or ocular therapeutics. Any committee approval based on such COPE approval will cease immediately upon notice from COPE that approval of the course has been discontinued for any reason.**

(b) The committee will approve a course if it determines that the course will make a significant contribution to the professional knowledge of optometrists in their understanding of:

- (1) ocular pharmacology (PH); or**
- (2) ocular therapeutics, in the areas of:**
 - (A) Anterior segment (AS);**
 - (B) Systemic and ocular disease (SD);**
 - (C) Posterior segment (PS);**
 - (D) Glaucoma (GL); or**
 - (E) Post-operative care (PO).**

In determining if a course meets this section, the committee will consider the following:

- (1) The course has substantial content.
- (2) The course content directly relates to ocular pharmacology or ocular therapeutics.
- (3) Each faculty member who has teaching responsibility in the course is qualified by academic work or practical experience to teach the assigned subject.
- (4) The physical setting for the course is suitable.
- (5) High quality written materials, including notes and outlines, are available to all optometrists who enroll at or **before** the time the course is offered.
- (6) The course is of sufficient length to provide a substantial educational experience. Courses of less than one (1) hour will be reviewed carefully to determine if they furnish a substantial educational experience.
- (7) Appropriate educational methodology is used, including, but not limited to, the following:
 - (A) Prepared library packages.
 - (B) Courses of programmed instruction.
 - (C) Active participation and demonstration.
 - (D) Audio-visual materials.
 - (E) Workshops with live presentations of clinical cases.
- (8) An adequate number of instructors is provided for the course. If audio-visual tapes are used as teaching materials, live presentations or discussion leaders must accompany the replaying of the tapes.**

(c) Once a course is approved under this section, the course is approved for four (4) years from the date of initial approval if the:

- (1)** instructor remains the same; and
- (2)** course content remains essentially the same in substance.

***Rules in **bold** are effective November 19, 2005.*

OLDPAC Continuing Education Application Guidelines

The Indiana Optometric Legend Drug Advisory Committee is the entity that will review, approve or disapprove, and certify the continuing education hours from entities that apply for credit. Please download the application and rule information at <http://www.in.gov/pla/bandc/oldpac/>, or e-mail pla4@pla.IN.gov to request an application.

OLDPAC meeting dates as well as continuing education courses which have been reviewed and approved can be verified on our website at <http://www.in.gov/pla/bandc/oldpac/>.

The Committee approves the following courses:

- Courses that meet all the requirements of 857 IAC 1-2.
- Courses for which the sponsoring organization provides satisfactory documentation that the Council on Optometric Practitioner Education (COPE) has approved the course in the following areas:
 1. ocular pharmacology (PH) or
 2. ocular therapeutics, in the areas of:
 - a. Anterior segment (AS);
 - b. Systemic and ocular disease (SD);
 - c. Posterior segment (PS);
 - d. Glaucoma (GL); or
 - e. Post-operative care (PO)

Information for COPE Approved Courses

If the course is COPE approved in one of the areas listed above (PH, AS, SD, PS, GL, or PO), then you DO NOT need to submit an OLDPAAC continuing education application for review. The Committee automatically approves these courses for the hours that were approved by COPE.

Information for Courses Not Approved by COPE

If the course is not COPE approved in one of the areas listed above (PH, AS, SD, PS, GL, or PO), in order for your course to be considered for OLDPAAC hours, you must submit an OLDPAAC continuing education application and the required information.

At least 50% of the coursework must be in the area of ocular pharmacology, therapeutics, or diagnostics. You must demonstrate this in your supporting documentation. Please be specific in the number of OLDPAAC hours you are requesting. (For example, if you are hosting a conference, please do not submit the application requesting 60 hours along with a booklet from the conference. You need to be specific: 4 hours for this specific course, 2 hours for this specific course, etc.)

Along with the completed application, it is recommended that you provide at least two pages of course objective outlines for each hour of CE credit requested. You need to submit as much information as possible about how the course relates to ocular pharmacology, therapeutics, or diagnostics. Please submit two (2) copies of your completed application and documentation to the Committee for review.

Once your application is complete, and you have attached the requested information, it will need to be submitted to the Committee at 402 W Washington Street, Room W072, Indianapolis, Indiana, 46204. Please be advised that the Committee meets [four times a year](#) and must review the application at their meeting before approval can be granted and a specific number of hours of continuing education credit can be assigned.

The Committee will approve a course if it determines that the course will make a significant contribution to the professional knowledge of optometrists in their understanding of ocular pharmacology. In determining if a course meets this requirement, the committee will consider if the course has substantial content and if the course content ***directly relates to ocular pharmacology, therapeutics, or diagnostics.***

After the Committee reviews the application, you will receive written notification of approval or denial. In some cases, the requested amount of CE hours may be approved at a reduced number. Once a course is approved, it is approved for four years from the date of initial approval if the instructor remains the same and the course content remains essentially the same in substance.